

CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY

MEETING MINUTES

February 16, 2012

PRESENT: Mr. Barone, Mr. Baia, Mr. LaCoppola, Mr. Phelps, Mr. Russo, Jody Zakrevsky (AIDA Executive Director), Attorney Schwartz, Sandra Yutes (AIDA), Heather Nellis (Recorder News Staff), Donna Phelps

Excused absence: Mr. DeRossi, Mr. Rossi

This meeting of the City of Amsterdam Industrial Development Agency was held on February 16, 2012 in Room 205 at City Hall, 61 Church Street, Amsterdam, New York 12010.

Vice Chairman **Barone** called the meeting to order at 6:30 p.m.

Vice Chairman **Barone** opened the floor for **Public Comment**, there were none.

A motion to approve the regular Meeting Minutes of January 19, 2012 was made by **Mr. Phelps** and seconded by **Mr. Russo**. Roll call was taken resulting in all “ayes” thereby passing the motion.

Resolution 2012-3 to allow the payment of the February Bills and Invoices was sponsored by **Mr. Phelps** and seconded by **Mr. LaCoppola**. After discussion, roll call was taken, resulting in all “ayes” thereby unanimously passing Resolution 2012-3.

The **Treasurer’s Report** was given by **Mr. Barone**. A motion to accept the Treasurer’s Report was made by **Mr. Phelps** and seconded by **Mr. Russo**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

Under Directors Report **Mr. Zakrevsky** briefed the Board on several items:

- Meetings held with various dignitaries and businesses and correspondences’ received.
- Financial Updates were discussed
- The Empire Zone Annual Reports were mailed to all Empire Zone businesses. A new checking account for the Empire Zone monies was opened.
- An interim loan to Embassy Millworks was discussed and the NYS Homes and Community Renewal agency notified AIDA that they have accepted our determination of Categorical Exclusion under 24 CFR 58.35 (a)
- AIDA has received new loan documents and agreements from National Grid regarding their emergency loan program.
- Additional software has been ordered for AIDA’s computer system.

- The United Way Building
- The development of the Nadler property.
 - A staff meeting with the John Tesiero family to discuss the former KEY Bank Building
 - NYS Economic Regional Council Grant Applications were discussed
 - Work on an application to the USDA Rural Development will begin.
 - The Building and Grounds Committee met.
 - Staff participated in the NYS Office of the State Comptroller PARIS Training.
 - Discussions were made on the Mid-Year AIDA Progress Report and the Local Public Authority Mission State and Management Report.

A motion to accept the Director's Report was made by **Mr. Phelps** and seconded by **Mr. Baia**. Roll call was taken resulting in all "ayes" thereby passing the motion.

Under unfinished business the Russo Family Restaurant – National Grid Loan and AIDA Office Computers were discussed in the director's report.

Under New Business:

Resolution 2012-4 to approve the interim loan to Embassy Millworks was made by **Mr. LaCoppola** and seconded by **Mr. Phelps**. Roll call was taken resulting in all "ayes" thereby passing Resolution 2012-4

Resolution 2012-5 to approve the issuance of credit cards was made by **Mr. LaCoppola** and seconded by **Mr. Phelps**. Roll call was taken resulting in all "ayes" thereby passing Resolution 2012-5. Two credit cards in the amount of \$2500.00 each will to be issued to AIDA.

A motion to accept the Mission Statement that was established by the Board was made by **Mr. LaCoppola** and seconded by **Mr. Russo**. Roll call was taken resulting in all "ayes" thereby passing the motion.

A motion to authorize our Chairman to sign loan documents for the National Grid Emergency Loan and Grant Program was made by **Mr. LaCoppola** and seconded by **Mr. Phelps**. Roll call was taken resulting in all "ayes" thereby passing the motion.

A motion to enter executive session to discuss loan requests was made by **Mr. Phelps** and seconded by **Mr. Russo**. Roll call was taken resulting in all "ayes" thereby passing the motion. Executive session was entered at 6:52 p.m.

A motion to exit executive session was made by **Mr. LaCoppola** and seconded by **Mr. Russo**. Roll call was taken resulting in all "ayes" thereby passing the motion. Executive session was exited at 7:17 p.m.

There being no further business to discuss, a motion was made by **Mr. Russo** to adjourn. **Mr. Phelps** seconded the motion. The meeting adjourned at 7:19 p.m.

SECRETARY